



Department 020 - Judicial Branch
 Division 4th District Court
 Agency Contact David Rogers Phone 578-3888
 Effective Date 01/01/2004 (MM/DD/YYYY)

Acceptance of Cash Custody Form

Type of Fund: ☒ Petty Cash ☐ Travel ☐ Change ☐ Other _____

Type of Transaction: ☐ Establish New Fund ☐ Increase Fund ☐ Decrease Fund ☒ Transfer Fund ☐ Close Fund
 Establishing a new fund or increasing a fund requires an approval letter stating the amount of the fund/increase and reason.

Cosmo Cougar
 Custodian of Fund

Original Amount of Fund \$100.00

Increase/Decrease Amount _____

Custodian Vendor Number (Assigned by Finance)

Revised Amount of Fund \$100.00

876 E 900 N
 Office Address

**Checking
 Account _____

Provo UT 84604
 City State Zip

Indicate name of bank & bank account # _____

Brigham Young
 Former Custodian (Name)

State Treasurer Approval to Open Checking Account

54321P
 Former Custodian Vendor Number

TCE or Clerk of Court
 Department Head or Authorized Agent Signature

I agree to be responsible for and to maintain the fund in the amount shown above in accordance with the policies and procedures established by the Director of Finance.

⁸⁸⁸ Cosmo Cougar
 Custodian of Fund (Signature)

01/10/2004
 Date

SUMMARY

Brigham can no longer be the Petty Cash Custodian

TO BE USED BY THE DIVISION OF FINANCE ONLY

Completed by _____

Date _____

FI 10 08/2002
Division of Finance

Department 020 - Judicial Branch
 Division 4th District Court
 Agency Contact David Rogers Phone 578-3888
 Effective Date 01/01/2004 (MM/DD/YYYY)

Acceptance of Cash Custody Form

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Cosmo Cougar
 Custodian of Fund

12345P
 Custodian Vendor Number (Assigned by Finance)

876 E 900 N
 Office Address

Provo UT 84604
 City State Zip

Brigham Young
 Former Custodian (Name)

54321P
 Former Custodian Vendor Number

Original Amount of Fund \$100.00

Increase/Decrease Amount \$50.00

Revised Amount of Fund \$150.00

**Checking Account

Indicate name of bank & bank account #

State Treasurer Approval to Open Checking Account

TCE or Clerk of Court
 Department Head or Authorized Agent Signature

I agree to be responsible for and to maintain the fund in the amount shown above in accordance with the policies and procedures established by the Director of Finance

Cosmo Cougar
 Custodian of Fund (Signature)

01/10/2004
 Date

SUMMARY

Using more Petty Cash than originally thought needed.

TO BE USED BY THE DIVISION OF FINANCE ONLY

Completed by

Date

FI 10 08/2002
Division of Finance

Department 020 - Judicial Branch
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Cosmo Cougar
 Custodian of Fund

Original Amount of Fund \$0.00

Increase/Decrease Amount \$200.00

Custodian Vendor Number (Assigned by Finance)

Revised Amount of Fund \$200.00

876 E 900 N
 Office Address

**Checking Account

Provo UT 84604
 City State Zip

Indicate name of bank & bank account #

Brigham Young
 Former Custodian (Name)

State Treasurer Approval to Open Checking Account

Former Custodian Vendor Number

TCE or Clerk of Court
 Department Head or Authorized Agent Signature

I agree to be responsible for and to maintain the fund in the amount shown above in accordance with the policies and procedures established by the Director of Finance

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 O Cosmo Cougar
 Custodian of Fund (Signature)

01/10/2004
 Date

SUMMARY

Change fund needed for tellers.

TO BE USED BY THE DIVISION OF FINANCE ONLY

Completed by

Date